

## **Barton Parish Council Meeting Annual Meeting & AGM**

**to be held on Wednesday 1<sup>st</sup> May 2024**

**Barton Village Hall**

The Annual Parish Meeting of Barton Parish Council will be held at Barton Village Hall on Wednesday **1<sup>st</sup> May 2024 at 7.30 pm.**

The Annual Parish Meeting is a meeting of the Parishioners where you can come along and discuss issues that are affecting the parish and ideas you have for projects and development of the Parish in the next 12 months.

The Annual General Meeting of the Parish Council will follow this meeting at **8pm.**

### **AGM AGENDA**

**1. ELECTION OF CHAIR** - Members are requested to elect a Chairman for the next 12 months.

**2. ELECTION OF VICE– CHAIR** Members are requested to elect a Vice-Chairman for the next 12 months.

### **3. APPOINTMENT OF REPRESENTATIVES**

3.1 Preston Area Committee

3.2 BB&M War Memorial Committee

### **4. APOLOGIES FOR ABSENCE**

**5. APPROVAL OF THE MINUTES** of the last AGM meeting - The Chairman is required to sign the Minutes as a true record.

**6. TO ACCEPT DECLARATIONS OF INTERESTS AND TO CONSIDER ANY WRITTEN REQUESTS FOR DISPENSATIONS** - Members are reminded of their responsibility to declare any personal / prejudicial or disclosable pecuniary interest in respect of matters contained in this agenda. If the personal interest is a prejudicial interest or there is a disclosable pecuniary interest, then the individual member should not participate in a discussion or vote on the matter and must withdraw from the meeting and not seek to influence a decision unless a dispensation request has been submitted in writing. At the start of each municipal year Members are requested to check, and update their notification of interest forms.

### **7. CHAIRMANS REPORT**

**8. ADMINISTRATION** - Members are asked to confirm the following administrative / financial procedures :

a. Meetings will continue to be held at Barton Village Hall or at least 5 times a year to include a parish meeting and AGM in the month of May.

## **9. INTERNAL AUDIT REPORT 2023-24 & APPOINTMENT OF INTERNAL AUDITOR – 23/24 FINANCIAL YEAR**

The internal audit report is not available for the May meeting but will be made available to Cllrs in June 2024. Permission is therefore requested from Cllrs to appoint the internal auditor, Julie Ellington who is the auditor previously used and to confirm and approve a payment of £125 to the internal auditor.

**10. ANNUAL GOVERNANCE STATEMENT 2023/24 FOR BARTON PARISH COUNCIL** – Members are requested to approve the Annual Governance Statement for 2023/24 (Section 1) in advance of approving the Accounting Statement and the Chairman is requested to sign the appropriate documentation.

**11. EXTERNAL AUDIT ACCOUNTING STATEMENTS 2023/24 FOR BARTON PARISH COUNCIL-** Members are requested to consider for approval the Accounting Statements 2023/24 (section 2 ) in relation to Barton Parish Council. The chairman is requested to sign the appropriate documentation.

**12. FINANCIAL STATEMENT 1ST APRIL 2023– 31st MARCH 2024** - The Chairman is asked to verify that the finance and bank statements have been reconciled.

## **13. CIL GRANT FOR BARTON ST LAWRENCE CHURCH – FOR DISCUSSION**

Application form distributed to Cllrs prior to the meeting. Rev Gegor Stewart to present application and answer any queries on the application.

## **14. INSURANCE RENEWAL**

Cllrs to consider insurance renewal premium of **£446.57 (including tax and admin fee)** and to consider acceptance of a 3 year deal to fix the amount at this years' rate (automatic renewal). This represents an uplift of £28.37 on the 23/24 insurance premium. No changes have been made to the required cover by the Parish Council.

## **15. D-DAY BEACON LIGHTING EVENT – FOR DISCUSSION**

## **16. ANY OTHER BUSINESS**

**17. Date of next meeting**– Wednesday 10 July 2024, 7.30pm